



# National Child Care Information Center

*A service of the Child Care Bureau*



## Center Child Care Licensing Requirements (August 2004): Minimum Early Childhood Education (ECE) Preservice Qualifications and Annual Ongoing Training Hours for Teachers and Master Teachers

States*	Teachers in Child Care Centers		Master Teachers* in Child Care Centers	
	Minimum ECE Preservice Qualifications	Ongoing Clock Hours	Minimum ECE Preservice Qualifications	Ongoing Clock Hours
Alabama*	None	12	N/A	N/A
Alaska*	None	20	CDA credential	45/2 yrs.
Arizona	None	12	N/A	N/A
Arkansas	None	10	N/A	N/A
California*	6 semester or equivalent quarter units in ECE or child development	0	CDA credential and 6 months experience	0
Colorado	None	9	N/A	N/A
Connecticut*	None	1% of hours worked	CDA credential and 1,080 hours of experience	1% of hours worked
Delaware	Completion of a vocational child care program and 6 months experience	15	N/A	N/A
District of Columbia	CDA credential and experience	U	N/A	N/A
Florida*	None	8	CDA credential	8
Georgia	None	10	N/A	N/A
Hawaii	CDA credential or certificate in ECE and 1 year of experience	0	N/A	N/A
Idaho	None	4	N/A	N/A
Illinois	CDA or CCP credential	15	N/A	N/A
Indiana	None	12	CDA Credential	12
Iowa*	None	6	N/A	N/A
Kansas*	CDA credential	10	N/A	N/A
Kentucky*	None	12	N/A	N/A
Louisiana*	None	12	N/A	N/A
Maine	None	30	N/A	N/A

### KEY:

U = Unspecified number of hours required

CDA credential = Child Development Associate Credential awarded by the Council for Professional Recognition

CCP = Certified Child Care Professional Credential awarded by the National Child Care Association

N/A = Not applicable

Compiled by Sarah LeMoine from licensing regulations posted on the National Resource Center for Health and Safety in Child Care's Web site: <http://nrc.uchsc.edu>, August 5, 2004.

Original methodology developed by Gwen Morgan, adapted by Sarah LeMoine.

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**Minimum ECE Preservice Qualifications and Annual Ongoing Training Hours for Teachers and Master Teachers**

States*	Teachers in Child Care Centers		Master Teachers* in Child Care Centers	
	Minimum ECE Preservice Qualifications	Ongoing Clock Hours	Minimum ECE Preservice Qualifications	Ongoing Clock Hours
Maryland	90 clock hours in early childhood development and programming and 1 year of experience	3	N/A	N/A
Massachusetts	Completion of a 2-year vocational child care course	20	CDA credential, 3 credits in child development, and 27 months experience	20
Michigan	None	0	N/A	N/A
Minnesota	CDA credential and 1,560 hours experience	2% of hours worked	N/A	N/A
Mississippi	None	15	N/A	N/A
Missouri	None	12	N/A	N/A
Montana	None	8	N/A	N/A
Nebraska	None	12	N/A	N/A
Nevada*	None	12	N/A	N/A
New Hampshire	Completion of a 2-year vocational child care course	6	Current CDA credential and a minimum of 3,000 hours of experience	6
New Jersey	CDA or CCP credential and 1 year of experience	8	Bachelor's degree in any field with 6 credits in ECE and 4 years experience	12
New Mexico	None	24	N/A	N/A
New York*	None	30/2 yrs.	CDA credential and 2 years experience	30/2 yrs.
North Carolina*	None	20	None	20
North Dakota	None	13	N/A	N/A
Ohio*	None	15	N/A	N/A
Oklahoma*	None	12	None	12
Oregon	None	15	State or national credential and 1 year experience	15
Pennsylvania*	None	6	Associate's degree with 30 credits in ECE, child development, special education, elementary education, or the human services field and 3 years experience	6
Rhode Island*	None	20	Bachelor's degree in any field with 24 credits in ECE and 6 credits of student teaching	20

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States*	Teachers in Child Care Centers		Master Teachers* in Child Care Centers	
	Minimum ECE Preservice Qualifications	Ongoing Clock Hours	Minimum ECE Preservice Qualifications	Ongoing Clock Hours
South Carolina*	None	15	N/A	N/A
South Dakota	None	20	None	20
Tennessee*	None	12	N/A	N/A
Texas	8 clock hours of training in early childhood	15	N/A	N/A
Utah	None	20	N/A	N/A
Vermont*	CDA credential	12	Master's degree in ECE or related field and two years experience	12
Virginia*	None	8	N/A	N/A
Washington*	None	10	N/A	N/A
West Virginia	None	15	None	15
Wisconsin	2 credit/non-credit department-approved courses (at least 2 credits each) in ECE and 80 days experience	25	N/A	N/A
Wyoming	None	30/2 yrs.	N/A	N/A
<b>Total Number of States with Requirement</b>	<b>14</b>	<b>48</b>	<b>13</b>	<b>16</b>

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**Notes:**

\***States:** *States* includes the District of Columbia for a total of 51 entities.

For the purposes of this document, a licensed program is required to have permission from the State to operate and must meet specified child care center standards. Several States have county or city licensing regulations which may supercede State requirements; this table does not include such regulations.

\***Master Teacher:** 17 States (Alaska, California, Connecticut, Florida, Indiana, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Dakota, Vermont, and West Virginia) require at least one teacher in a program or classroom to be qualified at a higher level. This position is often called a lead teacher, head teacher, chief caregiver, fully qualified teacher, child care associate, or supervisor by the States. This role has been generically labeled "master teacher" to reflect that this person is required to have more training, experience, and/or skills than other teachers.

For the purpose of this document, both a *teacher* and a *master teacher* may be solely responsible for a group of children.

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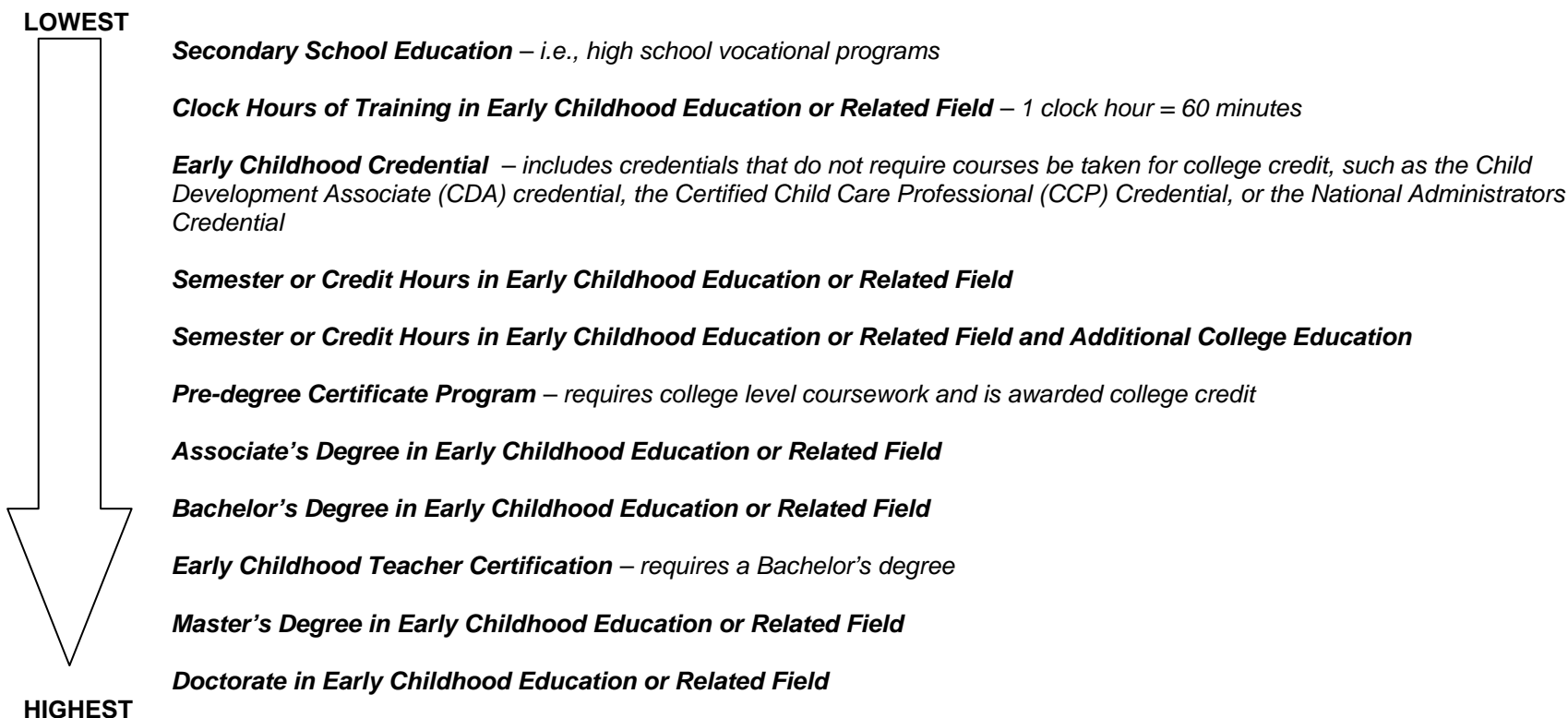
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Many States have multiple alternatives to qualify for roles. This table reports the alternative that requires the least amount of ECE training. If a State has requirements for experience, high school completion, age, or training not specified in ECE (such as first aid/CPR) that can substitute for ECE training, it is reported as "None." Below is the "hierarchy of qualifications," which shows the order in which qualification alternatives are placed to determine the **minimum amount of ECE preservice** training.



**\*Alabama:** Twelve clock hours of training must be completed within 30 days of hire.

**\*Alaska:** One master teacher ("child care associate") is required for every 30 children in attendance. A child care associate with a Bachelor's degree in child development or equivalent is required to participate in 45 clock hours of training in child development, every three years.

**\*California:** Requirements reported are for staff in preschool programs; separate qualifications are required for infant and school-age staff. Teachers hired with the qualifications listed in this table must obtain a minimum of two units each semester until the educational requirement of 12 total semester quarter units is achieved, one qualification alternative for a master teacher ("fully qualified teacher").

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**\*Connecticut:** A designated master teacher (“head teacher”) must be on-site for at least 60% of operation hours; the head teacher may also be the director.

**\*Florida:** Within 90 days of employment, teachers must enroll in the 40 clock-hour Introductory Child Care Training, and must complete the course within one year with a score of 70 or better on competency exam. A master teacher is required for every 20 children in attendance.

**\*Iowa:** Ten clock hours of ongoing training are required in the first year of employment; six clock hours are required each year thereafter.

**\*Kansas:** Staff preservice qualifications are required per unit (group) and are determined by group size/age of children. The qualifications reported in the table are required of at least one staff member in a unit enrolling 13–24 children. Units with fewer than 13 children require one staff person to have at least six months experience; units with more than 24 school-age children require one staff person to have at least a CDA credential and one year of experience.

**\*Kentucky:** Six clock hours of child development training are required in the first year of employment; 12 clock hours are required each year thereafter.

**\*Louisiana:** Louisiana regulates two types of centers: Class A and Class B. Information in the table is reported for Class A centers.

**\*Nevada:** Six clock hours of early childhood training must be completed within the first six months of employment.

**\*New York:** The master teacher preservice requirements reported in this table are for Head of the Group for preschool children. There are separate requirements for Head of the Group for infants and toddlers and School Age Head of the Group. For ongoing training, 15 clock hours must be completed within six months after hire, counting towards the total of 30 clock hours required every two years thereafter.

**\*North Carolina:** Master teachers (“lead teachers”) must enroll in the North Carolina Early Childhood Credential coursework within six months of hire and must receive the credential within 18 months. The required amount of ongoing training hours varies depending on qualifications: staff with a Bachelor’s or advanced degree must complete five clock hours; staff with an Associate’s degree or a NC Early Childhood Administration Credential must participate in eight clock hours; staff with a pre-degree certificate or diploma, or the NC Early Childhood Credential or equivalent must complete 10 clock hours; and staff with 10 years of experience must complete 15 clock hours.

**\*Ohio:** Fifteen clock hours of ongoing training are required annually for three years, until 45 hours are accrued. Staff with a higher education degree, or an early childhood credential, are not required to participate in ongoing training.

**\*Oklahoma:** Within three months of hire, staff must participate in an Oklahoma Training Approval System’s Tier II entry-level training course that provides at least 20 clock hours of training. Staff who have previously received this training are not required to repeat it unless there is a two-year break in service. At least one master teacher (“lead teacher”) is required for every 60 children for which a center is licensed. By January 1, 2005, master teachers must have obtained the qualifications of Level II or higher on the Oklahoma Professional Development Ladder (the Oklahoma Competency Certificate in Early Care and Education).

**\*Pennsylvania:** In centers that serve 45 or fewer children, at least one master teacher (“group supervisor”) must be onsite a minimum of 30 hours a week. In centers that serve more than 45 children, a group supervisor is required for every group or partial group of 45 children.

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**\*Rhode Island:** Rhode Island stipulates four roles that may be solely responsible for a group of children, each with progressively higher qualifications and/or responsibilities: 1) Teacher Assistant; 2) Associate Teacher; 3) Teacher; and 4) Head Teacher. The table reports the requirements for the Teacher Assistant under the *Teacher* columns, and the Teacher under the *Master Teacher* columns. While a Head Teacher *may* be responsible for a group of children, his/her primary role is administrative—the Head Teacher is responsible for the development and implementation of the educational/developmental curriculum and program, the organization of children's groups, and staff performance and development.

**\*South Carolina:** Ten clock hours of ongoing training are required in the first year of employment; 15 clock hours are required each year thereafter.

**\*Tennessee:** During the first year of employment, a teacher must take at least 18 clock hours of training or one college course in administration, child development, early childhood education, health/safety, or other related field. Two clock hours of department approved orientation training must be taken within the first 30 days of employment. Six clock hours of the first year training must be completed within six months of hire.

**\*Vermont:** Vermont's regulations specify three types of center teachers that may be solely responsible for a group of children: 1) Master Teachers; 2) Teachers; and 3) Teaching Associates. The requirements reported in the table are for Teaching Associates and Master Teachers. To be qualified as a *teacher* a Bachelor's degree in ECE or a related field and one year of experience is required. The 12 clock hours of ongoing training are applied toward meeting an Individual Professional Development Plan (IPDP) as defined by the Department of Social and Rehabilitation Services, the Local Standards Board, or the Professional Standards Board of the Department of Education.

**\*Virginia:** Teachers who are hired with no preservice qualifications other than a General Educational Development (GED) certificate must receive a minimum of 12 clock hours of training related to the care of children within one month after hire or promotion.

**\*Washington:** Within six months of hire, teachers must complete 20 clock hours of training approved by the Washington State Training Registry System (STARS).